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FACULTY SENATE

2019 - 2020

COMMITTEE REPORTS BOOK



JUNE 2020

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COLLEGE AND DEPARTMENT COMMITTEES
DEPARTMENT EVALUATION COMMITTEES
COLLEGE EVALUATION COMMITTEES
PROFESSIONAL AWARDS COMMITTEES

(NO REPORTS ARE EXPECTED FROM COLLEGE & DEPARTMENT COMMITTEES)

A quill pen is positioned vertically, resting in a dark, rounded inkwell. The quill is light-colored with a fine, feathered texture. The inkwell has a small opening at the top where the quill is inserted. The background is plain white.

**STANDING COMMITTEES
OF THE FACULTY SENATE**

CURRICULUM COMMITTEE

T. Provenzano, Arts & Letters/Library, CHAIR	2018-2020
H. Brown, Business & Public Administration	2019-2021
T. Long, Social & Behavioral Sciences/Student Affairs	2019-2021
M. Groen, Education	2019-2021
D. Smith, Natural Sciences/Coaches	2018-2020
C. Weber, Administrative Representative	Ex-officio
D. Huizinga, Administrative Representative	Ex-officio
Vacant, Student Representative	2019-2020

No report submitted - AY 2019-2020

EPRC Annual Report 2019-20

1. EPRC members:
 - a. Chair: Davida Fischman, CNS
 - b. CAL: Johanna Smith
 - c. CNS: Yasha Karant (Fall-Winter), Paul Vicknair (Spring)
 - d. COE: Jacqueline Hughes
 - e. CSBS: Jan Kottke
 - f. JHCBPA: Mike Stull
 - g. ASI representatives: Elena Carollo (Fall and Winter)
 - h. Ex-officio: Clare Weber, Deputy Provost

2. FAM revisions: See table below.

3. Ancillary Unit reviews:
 - a. Nine Ancillary Units were reviewed
 - b. The [collection of reviews](#) was sent to the appropriate administrators and AU Directors in April 2020.

4. School for Entrepreneurship: EPRC reviewed the proposal and discussed it with stakeholders, and recommended for approval. The Faculty Senate approved the proposal on May 5, 2020.

5. Center for Nonprofit Leadership: EPRC reviewed the Center proposal, discussed it with stakeholders and recommended some modifications. The modified proposal was approved by EPRC and submitted to the Executive Committee.

6. Budget oversight: As part of the EPRC charge to review the CSUSB budget and in the spirit of shared governance, we sent the following questions to President Morales on May 22, 2020.
 - a. *The numbers in the table below would seem to reflect an increased emphasis on management, and a decreased emphasis on instruction, which in turn affects student learning. In what ways will faculty be involved in reversing this trend, to reflect our stated educational goals as described in the Strategic Plan?*

<i>From AY 2005-06 to AY 2017-18</i>	<i>MPP growth/loss</i>	<i>Faculty growth/loss</i>	<i>Student growth/loss</i>
<i>CSUSB</i>	<i>+30%</i>	<i>-10%</i>	<i>+21%</i>
<i>CSU (systemwide)</i>	<i>+15%</i>	<i>+7%*</i>	

**Between 2007-08 and 2015-16.*

During the same 12 years, the student-faculty ratio (calculated as FTE students / FTE faculty) grew from 1:28 to 1:41.

- b. We are currently in a hiring chill, with only positions defined as essential expected to be filled going forward for the foreseeable future. How is “essential” defined? What are some examples of essential positions? What are some examples of non-essential positions?*
- c. In what ways will faculty be invited to collaborate with administration in making financial decisions for us all? Faculty have a wide range of expertise in all areas of student learning as well as management, and would be happy to serve as a resource in setting budgetary principles, priorities, and goals.*

We believe a budget is a moral document that reflects the beliefs, values, and principles of the university. In the spirit of collegiality, we appreciate your time in responding to these questions.

On May 26, 2020, President Morales responded as follows: *“While we are unable to answer all of the questions outlined in your email at this afternoon’s Senate meeting, I will work with the University Cabinet to respond in writing as soon as we can.”* We are looking forward to responses to the questions, after which we are hoping for a substantive discussion around these issues.

FAM review and revisions

FAM No.	Title	FS approval	FS Chair*	President
035.6	Procedures for Nominating Honorary Degree Recipients	6/2/20		
105.4	Policy Guidelines for the Formation and Review of Institutes and Centers	5/26/20	July 20	
112.5	Policy on Procedures to Establish a Department or School	5/5/20	5/27/20	Submitted**
665.7	Scheduling of Instructional Faculty	2/4/20	4/15/20	5/7/20
803.65	Student Academic Grievance	5/5/20	5/27/20	Submitted**
805.2	Academic Advising	6/2/20		
805.4	Advising Organizations (complete but not yet submitted to FS)			
818.9	Missed Class (Attendance) Policy	5/28/19	5/28/19	7/30/19
820.55	Student eval of degree-applicable courses offered through CEGE	5/28/19	5/28/19	7/30/19

820.9	Course Syllabus Policy and Guidelines	2/15/19	3/8/19	3/30/19
841.97	Policy on Graduation Writing Assessment Requirement for Graduate Students	2/19/19	3/8/19	5/1/19
856.6	Periodic Academic Program Reviews and Preparation of Self-Study Reports	EPRC collaborated with Deputy Provost to create an abbreviated process for the first two years of semesters. Will review the FAM for revisions during this period.		
872.2	Policy on Sale of Self-Authored Course Materials	2/19/19	3/8/19	5/1/19

* If blank, EPRC is working on providing an ADA compliant clean copy

** Awaiting signature

ELECTIONS COMMITTEE – 2019-2020

J. Kremling, Social & Behavioral Sciences (Chair)

H. So, Natural Sciences

H. Brown, Business & Public Administration

Y. Hwang, Education

J. Andersen, Arts & Letters

The Elections Committee successfully implemented and completed online college elections in the Spring of 2020 and Fall elections by paper ballots in October 2019.

EXECUTIVE COMMITTEE:

B. Steffel, Chair, Natural Sciences
J. Kremling, Vice Chair, Social & Behavioral Sciences
D. Chen-Maynard, Executive Secretary, Natural Sciences
K. Pelletier, At-Large, Business & Public Administration
L. Ajayi, At-Large, Education
D. Fischman, Chair, Educational Policy & Resources Committee
R. Chen, Chair, Faculty Affairs Committee
J. Ullman and B. Steffel, Statewide Academic Senators
T. Moráles, President or S. McMahan, Provost & Vice President,
Academic Affairs (President's designee)

The EC held 18 meetings during 2019-2020 to discuss policies, business and enact regulations on behalf of the Faculty Senate. Minutes of meetings can be found on the Faculty Senate website.

Committee Report

Faculty Affairs Committee

Dorothy Chen, Ron Chen, Larry Gaines, Todd Johnson, Young Suk Hwang, Kathie Pelletier, Seval Yildirim

June 9, 2020

The most significant task for FAC during the 2019-2020 academic year was to update FAM for Q2S. By the last meeting of the Senate (June 9, 2020), FAC has:

1. Finished internal deliberations about and approved all the 35 FAM policies it is responsible for.
2. Shepherded 21 of these through the Senate approval process.
3. Revised three policies substantively.

FAC also conducted inquiries on alleged FAM violations and reported back to the Senate.

Lastly, FAC assisted the Executive Committee on issues within its sphere of responsibility, e.g. restructuring of the Faculty Center for Excellence.

FAC appreciates the leadership of the 201-2020 Senate EC the support of the all senators.

GENERAL EDUCATION COMMITTEE

Vacant, Education	2019-2021
D. Marshall, Arts & Letters/Library	2019-2021
J. Gilbert, Social & Behavioral Sciences/SSP, AR's Chair	2019-2021
D. Kim, Business & Public Administration	2018-2020
L. Woodney, Natural Sciences/Coaches	2018-2020
VACANT, Administrative Representative	2019-2020
VACANT, Student Representative	2019-2020

General Education Committee End of Year Report AY 2019-2020

Submitted by Janelle Gilbert, Psychology, Chair of GE Committee,

This report outlines the work completed by the members of the Faculty Senate GE committee which includes the 5 college representatives, a student representative, and an administrative liaison role. This committee was chaired by Janelle Gilbert from SBS and Q2S GE Director.

- 1) **Course Approval** - The GE committee completed the approval of the proposals for the Q2S curriculum. This process included holding open forums and implementing surveys to collect campus feedback on proposals, communicating with proposal originators to discuss feedback and required changes, ensuring compliance with state and local campus requirements, and ensuring the inclusion of the GE student learning outcomes (GLOs) and designations. See GE website for approved curriculum. <https://www.csusb.edu/general-education>
- 2) **Ensuring Designation Coverage** - The GE committee reviewed the approved GE package to ensure adequate breadth and coverage of GLOs and designations. The committee found that the new curriculum required more designated courses. The GE Director worked with colleges and departments to create new designation proposals to ensure student success in achieving graduation goals through more options.
- 3) **GE Website** – A new GE website was created this year to provide information to the GE community regarding new requirements, courses, pathways, rubrics, and other resources. The new website includes links to the AY2020-21 bulletin, curriculum structure documents, assessment rubrics, and other resources. <https://www.csusb.edu/general-education>
- 4) **Monitoring State Requirements /Ethnic Studies & EO 1110**– The GE committee performs regular reviews of state and CO requirements to ensure compliance and student success. The last year the GE committee participated in conversation with Undergraduate Studies and relevant department regarding EO1110. We have also been active in providing information and feedback regarding expected changes to GE in the area of Ethnic Studies. The committee provided documents to the EC for both administrative and state-wide senate requests for information regarding courses in diversity and inclusiveness in our current program and feedback on ways of implementing possible changes related to ethnic studies. We will continue to monitor changes in this area in preparation for open forums to be held next year when the CO releases new mandates. Note that our current Q2S program exceeds recommended changes, but uses a different definition of inclusion.
- 5) **Bylaws and committee membership** – a self review of the GE process revealed the need for a faculty GE director beyond Q2S preparation. The committee made recommended changes to the GE senate bylaws to include this new position on the committee and separate this position hired and supported by the Provost's office from the 5 voting college representatives. The new bylaws are currently under review by the senate. redrafted the GE FAM to include the changes made to the Q2S curriculum. This FAM will follow the bylaws approval in submission to the EC in the fall of 2020.
- 6) **GE FAM** – The GE committee has redrafted the GE FAM to include the changes made to the Q2S curriculum. This FAM will follow the bylaws approval in submission to the EC in the fall of 2020.

- 7) **GE Advising** – The GE committee supported the Q2S advising process through the developing of a detailed cross walk table to assist in advising students bridging quarter to semester programs. The committee also addressed new GE unit limits imposed by the CO for all students, including quarter catalog students, starting in fall of 2020.
- 8) **Defining GE Director Role** -The committee began the process of establishing a cooperative relationship between the GE senate committee and the new faculty GE Director role including:
- a. Committee administration – The GE Director will convene meetings, schedule open forums, and assist the committee with the tasks of curriculum approval. Only the 5 college representatives will have voting rights for curriculum approval.
 - b. Assessment practices – The GE director is responsible for guiding the assessment process while the committee looks at final reports to perform the reviews of the program. The GE director will consult with the committee when designing next steps for assessment in GE. The GE director will represent the GE program on the University Committee for Learning Assessment and Student Success (CLASS). This year, a pilot program was created in cooperative with the Campuslabs steering committee to begin assessment of critical thinking, and oral communication.
 - c. The GE Director will work with Undergraduate Studies and other campus advising mechanisms to support the program approved by the GE Committee. This year the GE Director participated in multiple Q2S advising efforts to support the transition to semesters.
 - d. The GE Director will monitor changes at the state level to alert the committee to new information regarding GE and be responsible for drafting required campus responses. See notes above for EO1110 and ethnic studies.
 - e. The GE Director will represent the program in coordination with Undergraduate Studies, University Programming, Student Services, Accreditation, Registrar’s Office, and First Year Experience to ensure support of students in the GE program. New connections were established this year between GE and the first-year experience, peer mentoring, and university programs offered by student services. In addition, the GE director worked with the Office of the Registrar to ensure the GE program was represented in student files.
 - f. The GE Director will consult with the GE committee while pursuing opportunities for professional development for GE faculty. This was an active year for GE professional development. Using Q2S funds, professional development was offered in multiple areas of GE including Foundation Seminars, Diversity and Inclusiveness, Global Perspectives, GE Math (to be completed this summer), Reacting to the Past, Writing Intensive Courses, Information Literacy, and Pathways. There were 233 workshop participants (156 unique) including tenure track and adjunct faculty. The last few workshops were offered online to assist with efforts related to COVID-19.

LIBRARY COMMITTEE

J. Kim, Education	2019-2021
D. Maynard, Natural Sciences/Coaches	2019-2021
C. Kim, Business & Public Administration	2018-2020
M. Bahk, Arts & Letters/Library	2018-2020
K. Liszka, Social & Behavioral Sciences/Student Affairs	2018-2020
C. Caballero, Administrative Representative	Ex-Officio
Y. Xu, Student Representative	2019-2020

No Report Submitted

***AD HOC AND SPECIAL COMMITTEES
OF THE
FACULTY SENATE***



AD HOC AND SPECIAL COMMITTEES OF THE FACULTY SENATE

ACADEMIC AND DISTRIBUTED TECHNOLOGIES COMMITTEE

M. Betlemidze, Arts & Letters	2019-2021
Y. Jang, Business & Public Administration	2019-2021
A. Leh, Education	2018-2020
Y. Hou, Natural Sciences	2018-2020
J. Kremling, Social and Behavioral Sciences (Chair)	2018-2020
M. Chen, Director of Academic Technologies and Innovation	
J. Grant, Director of Teaching Resource Center	
T. Karmanova, College of Extended & Global Education	

No report submitted.

AD HOC AND SPECIAL COMMITTEES OF THE FACULTY SENATE

(Special Committee)

AWARD COMMITTEE

E. Wong, Co-Chair	2019-2020
K. Grisham, Co-Chair	2019-2020
K. Pelletier, Business & Public Administration	2018-2020
C. Sweeney, Arts & Letters/Library	2018-2020
J. Fiene, Education	2019-2021
VACANT, Natural Sciences	2018-2020
VACANT, Social & Behavioral Sciences/Student Affairs	2018-2020

No Report Submitted

AD HOC AND SPECIAL COMMITTEES OF THE FACULTY SENATE

COMMERCIALIZATION/ COPYRIGHT / FAIR USE COMMITTEE

D. Amodeo, At-Large	2018-2021
R. Addante, At-Large	2017-2020
C. Lazar, At-Large	2019-2022
John Griffin, Director UEC	(ex officio)
Dorota Huizinga, Assoc Provost Resewarch	(ex officio)

No report submitted.

DATE: June 18, 2020

TO: The Faculty Senate

FROM: Zahid Hasan, Chair, University Evaluation Committee

The **University Evaluation Committee (UEC)** reviewed and made recommendations on eleven cases during the 2019-2020 Academic Year. All of these cases were reviewed in the spring 2020 quarter. Nine of the eleven cases reviewed were faculty WPAF's that were not unanimous for retention, tenure and/or promotion. In addition, one of the WPAF's reviewed were for librarians and another for SSP, ARs. In these latter two cases the committee served as the higher level peer review committee.

The breakdown of files reviewed from the various colleges and other entities was as follows:

	CAL	CBPA	CEduc	CNSCI	CSBS	Library	SSP, AR
Files Reviewed	1	4	2	0	2	1	1

The UEC reviewed 12, 7, 13, 13, and 10 cases in academic years 2018/19, 2017/18, 2016/17, 2015/16, and 2014/15, respectively. The load this year is about the same as it has been during four of the last five years.

The Jack H. Brown College of Business and Public Administration stands out with a disproportionate number of files. The distribution above indicates that all colleges are doing an excellent job preparing faculty for promotion and tenure, particularly those faculty members going up "on time".

The UEC, during the academic year 2019/20, consisted of six members instead of the usual seven because there was no representative from the College of Arts and Letters. We strongly encourage the EC to make sure there is full representation from all colleges in future UECs.

A list of all committee members is provided below. As usual the Committee worked together harmoniously, with everyone carrying an appropriate share of the load. Each member of the committee worked very hard and did his/her best to provide a thorough and fair evaluation of each file. It truly was a pleasure and an honor to be a part of the committee.

Committee Member

Constituency Represented

Zahid Hasan (Chair)
Lasisi Ajayi
John Jin
Shelley Pope
Pedro Santoni
Jill Vassilakos-Long

College of Natural Sciences
College of Education
College of Business and Public Administration
SSP, AR
College of Social and Behavioral Sciences
Library

FACULTY PROFESSIONAL DEVELOPMENT COORDINATING COMMITTEE

E. Milenkiewicz, Library

A. Hughes, Education

K. Grisham, Social & Behavioral Sciences

X. Liu, Business & Public Administration

VACANT, Arts & Letters

A. Horner, Natural Sciences

VACANT, Director (interim), Sponsored Programs

D. Huizinga, Associate Provost for Academic Research

J. Grant, Director, Teaching Resource Center

Annual Report – 2019/2020

Intramural Grants Awarded

I. Mini Grants

Total Applicants	37	Total Grant Proposals Funded: 15 (\$91,500)
Total Recipients	15	College of Arts and Letters: 5 (\$30,500)
Total Amount Requested: \$225,700		College of Natural Sciences: 4 (\$24,400)
Total Amount Awarded: \$91,500		JHB College of Business and Public Administrations 3 (\$18,300)
		College of Social and Behavioral Sciences: 3 (\$18,300)

II. Summer Research Fellowship

Total Applicants	48	Total Grant Proposals Funded: 20 (\$60,000)
Total Recipients	20	College of Arts and Letters: 5 (\$15,000)
Total Amount Requested: \$144,000		College of Education: 2 (\$6,000)
Total Amount Awarded: \$60,000		College of Natural Sciences: 5 (\$15,000)
		John M. Pfau Library: 1 (\$3,000)
		JHB College of Business and Public Administrations 3 (\$9,000)
		College of Social and Behavioral Sciences: 4 (\$12,000)

III. Professors Across Borders

Total Applicants	26	Total Grant Proposals Funded: 11 (\$26,350)
Total Recipients	11	College of Arts and Letters: 4 (\$10,000)
Total Amount Requested: \$63,850		College of Education: 2 (\$5,000)
Total Amount Awarded: \$26,350		College of Natural Sciences: 2 (\$3,850)
		College of Social and Behavioral Sciences: 3 (\$7,500)

FACULTY SENATE CONSTITUTION AND BYLAWS COMMITTEE

MEMBERS:

CAL: J. Andersen

BPA: P. Kirwan

COE: M. Groen

CNS: K. Kolehmainen

SBS: J. Kottke

This committee met on a regular basis throughout the year.

They are currently working on several revisions to both the constitution and bylaws and plan to make a presentation for ratification by the Faculty Senate in one of the first meetings in the 2019-2020 AY.

GRADUATE COUNCIL

J. Luck, Arts & Letters	2018-2020
A. Muhtaseb, Arts & Letters	2019-2021
H. Pei, Business & Public Admin	2019-2021
A. Silard, Business & Pub Admin	2018-2020
L. Diaz-Rico, EdD	2019-2021
S. Nam, Education	2018-2020
VACANT, Natural Sciences, Chair	2019-2021
L. Newcomb, Natural Sciences	2018-2020
T. Pytell, Social & Behavioral Sciences	2019-2021
D. Chavez, Social & Behavioral Sciences	2018-2020
VACANT, SRC	2019-2021
J. Romano, from Credential Program	2018-2020
N. Bellam, Student Representative	2018-2020
C. Vickers, Director of Graduate Studies	
D. Huizinga, AVP Research/Graduate Studies Ex-Officio	
B. Steffel or designee (L. Ajayi)	Ex-Officio

TO: Faculty Senate

**FROM: Jessica Luck, Professor of English
Chair, Graduate Council**

The Graduate Council committee meets on a quarterly (and as needed) basis. We met four times in 1919-2020.

This year the Graduate Council committee vetted and received approval for the Graduate Education Strategic Plan. The committee collected data on college workload policies related to the supervision of theses, as well as data on how the various structures of comprehensive exams, theses, and projects align with the program curricula leading up to them. The council also explored the possibility of using holistic admissions criteria for graduate programs. Holistic admissions puts less emphasis on test scores and GPAs and looks at other factors related to life and work experience relevant to the program. Cited as a best practice by the Council of Graduate Schools, holistic admissions has been found to produce a more diverse student body, and is a reliable predictor of academic success. The council advocated for additional funding that could be used to support research assistant positions and tuition waivers to attract more strong candidates to our graduate programs. The council considered data about the impact of the closing of testing centers due to COVID-19 and recommended that our programs evaluate the need for admissions testing on a case-by-case basis. Finally, the committee met to discuss and approve official policies and guidelines for thesis/project/dissertation committees, including faculty and student expectations, roles, and committee structures, which our campus currently does not have.

Attendance Lists

November 13, 2019

Members Present: Anthony Sillard, Laura Newcomb, David Chavez, Tim Pytell, Lasisi Ajayi, Jacqueline Romano, Dorota Huizinga, Caroline Vickers

Members Absent: A. Muhtaseb, H. Pei, L. Diaz-Rico, S. Nam, N. Bellam, J. Luck

Guests Present: Shelby Reeder

February 5, 2019

Members Present: Caroline Vickers, Dorota Huizinga, Jessica Luck, Lasisi Ajayi, Laura Newcomb, Lynne Diaz-Rico

Members Absent: A. Muhtaseb, H. Pei, A. Silard, S. Nam, T. Pytell, D. Chavez, J. Romano, N. Bellam

Guests Present: Shelby Reeder

March 11, 2020

Members Present: Caroline Vickers, Dorota Huizinga, Jessica Luck, Lynne Diaz-Rico, David Chavez, Ahlam Muhtaseb, Tony Silard, Hang Pei

Members Absent: S. Nam, L. Newcomb, T. Pytell, J. Romano, N. Bellam, L Ajayi/B Steffel

Guests Present: Dean Tatiana Karmanova, Shelby Reeder

June 1, 2020

Members Present: Jessica Luck (Chair), Caroline Vickers, Dorota Huizinga, Lasisi Ajayi, David Chavez, Ryan Keating, Ahlam Muhtaseb, Laura Newcomb, Timothy Pytell, Jacqueline Elena Romano, Golge Seferoglu (proxy for Lynne Diaz-Rico), Tony Silard

Members Absent: H Pei, S. Nam, N. Bellam

Guests Present: Shelby Reeder

HONORARY DEGREE COMMITTEE

FACULTY PROFESSIONAL DEVELOPMENT COORDINATING
COMMITTEE

E. Milenkiewicz, Library

A. Hughes, Education

K. Grisham, Social & Behavioral Sciences

X. Liu, Business & Public Administration

VACANT, Arts & Letters

A. Horner, Natural Sciences

VACANT, Director (interim), Sponsored Programs

D. Huizinga, Associate Provost for Academic Research

J. Grant, Director, Teaching Resource Center

No report submitted.

HONORS COMMITTEE

C. Luck, Arts & Letters	2019-2021
P. Medina, Business & Public Administration	2019-2021
N. Bournias-Vardiabasis, Natural Sciences	2019-2021
J. Romano, Education	2018-2020
B. Singleton, Library	2018-2020
A. Van Schagen, Social & Behavioral Sciences	2018-2020
D. Marshall, Chair, Honors Program Director	Ex-officio
L. Davidson-Boyd, Interim Dean, Undergraduate Studies	Ex-officio

No Report Submitted

AD HOC AND SPECIAL COMMITTEES OF THE FACULTY SENATE

(Special Committee)

INSTITUTIONAL REVIEW BOARD

(Research Involving Human Subjects)

D. Garcia, Chair	2017-2020
B. Heisterkamp, Arts & Letters	2018-2021
J. Zhang, Business & Public Administration	2018-2021
E. Martinez, Education	2018-2021
N. Dabbs, Natural Sciences	2017-2020
K. Yeung, Social & Behavioral Sciences	2017-2020
J. Torner, Director Information Security & Emerging Tech, At Large	
T. Coleman, Natural Sciences, At Large	
D. Huizinga, Administrative Rep	Ex-Officio

NO REPORT SUBMITTED

Instructional Quality Committee Report 2019-2020 Academic Year

Summary

Besides the normal duties of reviewing grant applications and advising the TRC Director, this year's Instructional Quality Committee (IQC) took on a strategic planning process applying the [ACE/PODnetwork's A Center for Teaching and Learning Matrix](#) to benchmark current practices and set goals for 2020/21. The Benchmarks and the Strategic Goals for 2020/2021 are attached as an appendix and explained in the narrative below. With the help of the IQC, the TRC has made significant progress on some of these goals already.

In addition, the IQC revised the criteria and rubrics for the TRC's two grant programs to facilitate review on via the InfoReadyReview online platform for the 2020-2021 Academic Year.

Grants

Teaching Study Skills Awards (TSSAs)

TSSAs support faculty to attend teaching related conferences and workshops. The TRC budgeted \$40,000 for TSSAs this year, to be distributed in 4 Calls (Fall, Winter, Spring, Summer) with rolling deadlines. Each application was reviewed by two voting IQC members. In cases where the decision was split, the TRC Director served as tie breaker. All applications were awarded for the first 2 rounds of Awards for Fall and Winter travel. The last 2 rounds for Spring and Summer travel were canceled due to COVID-19 travel restrictions.

- 20 Applications reviewed
- 20 Awards
- \$19,740 Awarded

Spring Innovative Course Development Grants (CD's)

Due to the short summer, and the fact that all faculty will be redesigning their courses for Fall 2020, last year's IQC decided not to offer Summer CD's this year, only Spring CD's. We received an unexpected number of applications and were only able to fund 30% of them. TRC budgeted \$50,000 for CD's this year.

- 30 Applications

- 10 Awards
- \$47,000 Awarded

Meetings

This year the IQC held five meetings. The purposes of the meetings were as follows below.

October 3, 2019

- Welcome New IQC Members
- Explanations of responsibilities and expectations
- Sign-ups for Teaching Skills Study Award reviewing cycles
 - Each faculty reviewer reviews 2 of the 4 TSSA cycles
 - TRC Director is the deciding factor for split recommendations
- All members participate in Course Development Grant reviews
 - Ratings and rankings are discussed by the committee
 - Voting members are the deciding factor in split recommendations

January 6, 2020

- Review and discussion of CD grant proposal ratings and recommendations
- Decision on CD grant awards

January 29, 2020

- Benchmark TRC with ACE/PODnetwork matrix (see attached)
- Set strategic goals for TRC for 2020/2021 based on these benchmarks

May 6, 2020

- Revise TSSA criteria
 - Explicitly make grants available to Librarians and Councilors (teaching faculty who do not have courses, but do have teaching assignments)
 - Make these grants applicable to Virtual Conferences, and online professional development experiences (such as ACUE's microcredential courses) to continue to support faculty learning about new teaching practices, even given COVID-19 travel ban through December 2020
 - Revise Call and rubric for online review via InfoReadyReview

June 5, 2020

- Revise Course Development Grant criteria
 - Rescind intent to specifically support pre-tenure faculty to support all fulltime faculty (pre-tenure, tenured, full time lecturers)
 - Given CFA contract that reduces teaching load for first two years

- Given Provost McMahan’s commitment to give further reductions to pre-tenure faculty in years 3-6
 - Post-tenure faculty and full-time lecturers are the ones who need the most support to have the time to innovatively redesign their courses
- Remove criteria for courses to be applicable for semesters, since semester conversion has been completed
- Include criterial for revising courses to address equity and relevant social climate
- Revise CD criteria and rubric for online review vial InfoReadyReview

Strategic Goals for 2020-2021

The IQC took on a strategic planning process this year. By applying the [ACE/PODnetwork’s A Center for Teaching and Learning Matrix](#) to the TRC, they were able to benchmark TRC’s current practices and set goals for 2020/21. The Benchmarks and the Strategic Goals for 2020/2021 are attached as an appendix.

Goal 1: Organizational Structure

The organizational structure of the teaching and learning center (CTL), reveals institutional commitments to educational development, teaching, and student learning. Currently, the TRC is in the largely in the “Proficient/Functioning” part of the ACE/PODnetwork Matrix. The goals set her will move the TRC toward the “Accomplished/Exemplary” end of the Matrix.

- 1.1. Mission, Vision, and Goals:** Add goals, vision, and assessments
- 1.2. Leadership:** Add equity/diversity to charge, grants and communication
- 1.3. Staff Expertise and Preparation:** Support Director and staff to participate in ongoing professional development
- 1.4. Collaborations**
 - 1.4.1. Clarify TRC/FCE roles
 - 1.4.2. Formalize collaboration mechanisms
- 1.5. Operational Procedure:** Further develop mechanisms for transmitting institutional memory, procedures, and archives

Goal 2: Resource Allocation and Infrastructure

The degree to which an institution funds and locates teaching development, and the ways in which a CTL designs programming for the campus, indicates is centrality.

- 2.1. Budget:** Continue current levels of funding

- 2.2. Location and Space:** Redesign outer room (Sandbox) for current use(s)
- 2.3. Staffing:** Fill staff openings for marketing/web design, and technical support
- 2.4. Online Resources:** Work on webpage to update information to keep current.
- 2.5. Communication and Reputation:**
 - 2.5.1. Work to increase communication effectiveness (vs. volume)
 - 2.5.2. Get information out more efficiently & effectively
 - 2.5.3. Focus on better branding and marketing

Goal 3: Programs and Services

Teaching and learning centers develop evidence-based, mission-dependent programming based upon instructor, student, and campus need. Relationships and community are key indicators of Center viability.

- 3.1. **Scope:** Conduct annual needs assessment and design programming to be responsive to these needs
- 3.2. **Content:** Use needs assessment to decide on program offerings
- 3.3. **Approach:** Engage in more longitudinal, and programmatic activities
- 3.4. **Reach:** Create a common calendar (via Outlook or InfoReadyReview) for all faculty professional development on campus
- 3.5. **Impact:**
 - 3.5.1. Collect evidence of program outcomes and have systematic assessment process in place. CampusLabs may be a way to do this.

Progress on Strategic Goals

TRC has made progress on several of its strategic goals during the 2019-2020 academic year.

1.1. Leadership: Add equity/diversity to charge, grants and communication

- In Spring, the IQC revised CD Call and criteria to include this

1.4 Collaborations:

1.4.1 Formalize collaboration mechanisms

- TRC created a collaboration application/log on the TRC webpage to track the number, type, and funding amount requests for TRC Collaboration
<https://www.csusb.edu/trc/resources/trc-collaboration-request>

1.6. Operational Procedure: Further develop mechanisms for transmitting institutional memory, procedures, and archives

- TRC has uploaded all archived TSSA and CD reports from Fall 2013-Spring 2019 into TRC’s ScholarWorks collection which is an opened, searchable, and community commons-licensed collection.
- All reports for TRC-funded faculty due in 2019-2020 were also submitted to ScholarWorks
- This IQC report, and TRC’s end of year report will also be archived in ScholarWorks

2.6. Communication and Reputation

2.6.1. Work to increase communication effectiveness (vs. volume)

- TRC has begun to track analytics on its emailings, website, and ScholarWorks collection

3.4 Reach: Create a common calendar (via Outlook or InfoReadyReview) for all faculty professional development on campus

- TRC coordinated with Community Engagement, Academic Research, Office of Student Research, and Academic Technologies and Innovations to all move to InfoReadyReview starting in Fall 2020, if they do not already use the platform
- TRC planned a pilot test of the review process in InfoReadyReview for the Spring CD’s but had to abandon it because of the large number of applications received
- TRC has revised the TSSA and CD criteria and rubrics to use InfoReadyReview for AY 2020-2021
- TRC is currently building the Calls, applications, routing, and rubrics for CDs and TSSAs into InfoReadyReview to be prepared for Fall 2020

INSTRUCTIONAL QUALITY COMMITTEE

G. Schlesselman-Tarango, Library	2019-2021
M. Chen, Education (ELT)	2019-2020
D. Maynard, Natural Sciences	2019-2021
M. Van Wart, Business & Public Administration	2018-2020
K. Rowan, Arts & Letters	2018-2020
J. Reitzel, Social & Behavioral Sciences	2018-2020
R. Mohamed, Dean Social & Behavioral Science	Ex-officio
C. Weber, Deputy Provost & Vice Provost Academic Programs	Ex-officio
J. Grant, Director, Teaching Resource Center	Ex-officio
J. Graham, Dean Undergraduate Studies	Ex-officio
D. Huizinga, Associate Provost for Academic Research/Graduate Studies	Ex-officio

Appendix 1: Matrix* Planning Sheet Summary

From IQC Meeting 1/6/19

Standard	Where We Are Currently	Where We Will Be in 1 Year	What will we do in 1 Year to Meet this Goal?	Where We Will Be in 2-5 Years
Organizational Structure (Seval, Clare, Rafik, Gina)	12.5/18	15/18		
• Mission, Vision & Goals	1.5	2.0	Add Goals, Vision & Assessments	
• Leadership	2.5	3.0	Add Equity/Diversity to Charge, Grants & Communication	
• Staff Expertise & Preparation	2.0	2.5	Director & Staff engage in ongoing professional development <i>(We may already do this: Director attends POD, ASC attends ARC)</i>	
• Institutional Placement	2.5	2.5	No recommendations made	
• Collaborations	2.0	2.5	Clarify TRC/FCE roles. Formalize collaboration mechanisms.	
• Operational Procedures & Archives	2.0	2.5	Further develop mechanisms for transmitting institutional memory, procedures, and archives.	
Resource Allocation & Infrastructure (Vanessa, Dorota, David)	13.5/18	14/18		
• Budget	2.7	2.7	No recommendations made.	
• Location & Space	3.0	3.0	Redesign outer room for current use(s).	
• Staffing	3.0	3.0	Fill staff opening (marketing/web design).	
• Online Resources	2.1	2.3	Work on webpage to update information to keep current.	
• Communication & Reputation	2.7	3.0	Work to increase communication effectiveness (vs. volume). Get information out more efficiently & effectively. Focus on better branding and marketing.	
Programs & Services (Mihaela, James, John)	12.5/18	15/18		
• Scope	2.5	3.0	Conduct annual needs assessment and design programming to be responsive to these needs.	

• Target Audience	2.0	2.0	No recommendations made.	
• Content	2.0	2.5	Use needs assessment to decide on program offerings. Engage in more longitudinal, and programmatic activities.	
• Approach	2.5	2.5	No recommendations made.	
• Reach	2.5	3.0	Create a common calendar (via Outlook) for <u>all</u> faculty professional development on campus.	
• Impact	1.0	2.0	Collect evidence of program outcomes and have systematic assessment process in place. “SQuAIR” program used by the CO’s Quality Assurance program may be a model.	
Grand Total	38.5/51	44/51		

* Based on the ACE/POD Center for Teaching & Learning Matrix (2019)

(Ad Hoc Committee)
(Faculty Representatives)

SOTE INSTRUMENT REVIEW AD-HOC COMMITTEE

Jo Anna Grant – Arts & Letters

Kathie Pelletier – Business & Public Admin

Sharon Ward – Special Ed, Rehab, Counseling

Yasha Karant – Natural Sciences

Jan Kottke – Social & Behavioral Sciences

Becky Sumbera - Lecturer

Karen Kursteiner – Undergraduate Student

Mauricio Cadavid - Graduate Student

Ron Chen– FAC Rep (Chair) Ex-Officio

Seval Yildirim – Associate Provost for Faculty Affairs & Development

M. Lopez-Wagner – Institutional Research

No Report Submitted

AD HOC AND SPECIAL COMMITTEES OF THE FACULTY SENATE

STUDENT GRADE APPEAL PANEL

VACANT, Business & Public Administration	2019-2021
VACANT, Education	2019-2021
VACANT, Arts & Letters	2019-2021
D. Nickerson, Natural Sciences	2019-2021
K. Schultz, Social & Behavioral Sciences	2019-2021
VACANT, Arts & Letters	2018-2020
C. Gentry, Natural Sciences	2018-2020
S. Franklin-Guy, Education	2018-2020
M. Van Wart, Business & Public Administration	2018-2020
C. Famega, Social & Behavioral Sciences	2018-2020
S. Echeverria, Undergrad Rep	2019-2020
N. Martinez, Undergrad Rep	2019-2020
M. Lua, Undergrad Rep	2019-2020
G. Moran, Undergrad Rep	2019-2020
K. Robles, Undergrad Rep	2019-2020
J. Trapp, Graduate Rep	2019-2020
B. Willett, Graduate Graduate Rep	2019-2020
Y. Donis, Graduate Rep	2019-2020
T. Esquivel, Graduate Rep	2019-2020

No Report Submitted

AD HOC AND SPECIAL COMMITTEES OF THE FACULTY SENATE

TEACHING ACADEMY

M. Popescu, Arts & Letters	2018-2021
M. Logan, Social and Behavioral Sciences	2018-2021
J. Zhang, Business & Public Administration	2018-2021
E.Hernandez, Education (SRC)	2017-2020
D. Chen-Maynard, Natural Sciences	2017-2020
L. Bartle, Library	2017-2020
A. Hughes, At Large	2019-2022
J. Simon, At Large, Chair	2019-2022
M.Becerra, At Large	2019-2022
D. Nickerson, At Large	2019-2022
K. Collins, At Large	2017-2020
J. Grant, TRC Director	Ex-Officio

No Report Submitted

A quill pen is shown in a dark, rounded inkwell. The quill is light-colored and has a fine, feathered texture. The inkwell is dark and has a simple, rounded design with a small opening at the top. The text "OTHER COMMITTEES AND REPRESENTATIVES" is centered over the quill.

**OTHER COMMITTEES AND
REPRESENTATIVES**

ACADEMIC COUNCIL ON INTERNATIONAL PROGRAMS

MEMBERS:

E. Martin, At-Large (System Representative) 2018-2021

See the committee report on the following pages:

To: Faculty Senate

Date: July 3, 2019

From: Liz Martin

Department of World Languages and Literatures, CSUSB

Campus representative for CSU Academic Council on International Programs (ACIP)

ACIP Faculty Affairs Committee (FAC) Chair

Subject: CSU Academic Council on International Programs (ACIP)

GENERAL OVERVIEW

The CSU Academic Council on International Programs (ACIP) is an advisory body to the Office of International Programs (CSU IP), located in the Office of the Chancellor at the CSU headquarters in Long Beach.

ACIP includes one faculty representative from each of the 23 CSU campuses, two state-wide Academic Senate liaisons, four IP coordinators, plus four IP participants returning from their study abroad.

The Council is comprised of five committees:

Academic and Fiscal Affairs Committee (AFAC)

Student Affairs Committee (SAC)

Faculty Affairs Committee (FAC)

Program Review Committee (PRC)

Executive Committee

ACIP MEETINGS

This year, the ACIP held its two annual meetings on October 25-26, 2018 (CSU Chancellor's Office) and April 11-12, 2019 (CSU Bakersfield). Resident Directors returning from France, Italy and Spain were debriefed on January 28, 2019. An additional meeting was held on February 22 at the Chancellor's Office to interview potential Resident Directors for 2020-21 and review IP student applications.

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PROGRAM REVIEW

This year, ACIP reviewed programs in the UK, Chile, China and Taiwan and made additional recommendations for other locations. The Office of International Programs is considering opening a new program in Egypt (with a risk management assessment currently underway) and made a recent site visit to their existing program in Israel. The Program Review calendar through 2019-2022 includes the following countries:

2019-2020: South Africa, Italy, Mexico

2020-2021: Ghana, Spain (Granada/Madrid), Australia

2021-2022: France, Denmark

INTERNATIONAL FACULTY PARTNERSHIP SEMINARS

Over the last several years, CSU IP has been organizing a series of International Faculty Partnership Seminars to provide international professional development opportunities for faculty of diverse disciplines from all CSU campuses (beginning with Ghana in June 2018 with 21 faculty members participating from 16 campuses). These seminars are designed to enable CSU faculty to establish professional connections with overseas partners of CSU IP and better understand and promote CSU IP program offerings for their students.

This year's faculty seminar was held at the University of Paris, with 24 participants selected from 39 applicants from 16 campuses. The seminar featured six thematic strands:

- Franco-American Relations
- Literature, Art, and Civilization
- Migration, Multiculturalism, and Diversity
- Media, Democracy, and Identity
- Climate Change, Energy, and Sustainability
- The Evolving Marketplace

Next year's seminar will be held in Baden-Württemberg, Germany (June 2020).

IP STUDENT PARTICIPANTS

The Application Data Report issued by the CSU Office of International Programs at our Spring meeting indicates that overall enrollments for AY 2018-2019 were down from 2017-2018. 559 students across the CSUs have been admitted as CSU International Program Participants for the Academic Year 2019-2020. The average GPA of admitted applicants across all programs ranges from 3.02 to 3.54. The programs attracting the largest number of participants include the UK (95 participants), Italy (92) and Spain (64). San Francisco State and Sonoma State consistently send the largest numbers of students (51 and 73 students, respectively, participated in AY 2018-19). The number of students from CSUSB participating the CSU International Programs (16 in AY 2018-19) is on par with San Diego State (16), Cal Poly Pomona (17) and Humboldt State (14).

Reflecting a nationwide trend, the gender and ethnicity data in this report for those admitted for the Academic Year 2019-20 indicate that white female students continue to be overrepresented in study abroad programs (69% female; 39% white). The gap between white and minority students has narrowed substantially in recent years, however, as among those who were admitted for next year, 33% are Hispanic or Latino with 9% reporting their ethnicity as ‘multiracial’. Top majors represented in the AY 2019-20 cohort across the CSUs include Business (13%), Architecture (12%), Political Science (6%), Psychology (6%) and Biological Sciences (4%).

FACULTY AND STAFF APPOINTMENTS

CSU IP Resident Directors who will be serving in AY 2019-20 are as follows:

France:	Jesse Dizard (Chico)
Spain:	Matthew Dean (Humboldt)
Italy:	John Loomis (San Jose)

The CSU Chancellor’s Office appointed the following International Programs Resident Directors for AY 2020-21:

France:	Preston Rudy (San Jose)
Spain:	Paula Sanmartin (Fresno)

John Loomis (San Jose) will continue his two-year appointment in Italy for AY 2019-21.

On June 14, 2019, Leo Van Cleve announced that Dr. Jaishankar Raman has been appointed to replace him as the CSU IP Director. Dr. Raman has been serving as Assistant Provost for International Affairs at Valparaiso University (Indiana) since 2014 (formerly Professor of Economics).

Respectfully submitted,



Liz Martin

Campus Representative for the CSU Academic Council on International Programs (ACIP)
 ACIP Faculty Affairs Committee Chair
 Professor of French, Department of World Languages and Literatures
 CSU San Bernardino

ADMINISTRATIVE COUNCIL

T. Morales, President
S. McMahan, Provost/Vice President, Academic Affairs
S. Sudhakar, Vice President, Information Resources & Technology
R. Nava, Vice President, University Advancement
P. Oliverez, Vice President, Student Affairs
D. Freer, Vice President, Administration and Finance
S. Yildirim, Associate Provost for Faculty Affairs & Development
C. Weber, Vice Provost, Academic Programs, Deputy Provost
D. Huizinga, Associate Provost for Academic Research & Graduate Studies
O. Rosas, Associate Vice President, Enrollment Services/Outreach
D. Chester, Associate Vice President, Financial Operation/Budget
L. Rose, Dean, Business & Public Administration
C. DomNwachukwu, Dean, Education
R. Chuang, Dean, Arts & Letters
S. Pantula, Dean, Natural Sciences
R. Mohamed, Dean, Social & Behavioral Sciences
J. Zhu, Dean CSUSB at PalmDesert
A. Najera, AVP Human Resources & Co-Chief Diversity Officer
C. Seal, AVP and Dean Undergraduate Studies
T. Karmanova, Dean, Extended & Global Education
P. Langford, Director, Alumni Relations & Annual Giving
C. Pringle, Director, Media Relations & Public Information
A. Galarza, President, A.S.I. or designee
B. Steffel, Chair, Faculty Senate

Contact person is Dr. T. Morales, President, CSUSB

No Report Submitted

ALCOHOL, TOBACCO, & OTHER RELATED DRUGS ADVISORY COMMITTEE

Committee Members:

M. Becerra, At-large	2018-2020
Policies Sub-Committee	
A. Norris, At-Large	2017-2020
Programs Sub-Committee	
D. Weiss, At-Large	2017-2020

Contact person is Grace Johnson, Director Student Health Center

NO REPORT SUBMITTED

ASSOCIATED STUDENTS INC. BOARD OF DIRECTORS

Members:

A. Horner, At Large 2019-2021

Contact person is Vice President, Student Affairs and President
of Associated Students Inc.

No report submitted.

ATHLETICS ADVISORY

R. Addante, At-Large	2019-2022
J. Dorocak, Business & Public Administration	2019-2022
N. Meek, Social & Behavioral Science	2018-2021
D. Chen, Natural Sciences	2018-2021
J. Clover, Arts & Letters	2017-2020
N. Tórréz, Education	2017-2020
P. Vicknair, Faculty Athletics Representative*	
D. Chen-Maynard, Chair*	

No Report Submitted

OTHER COMMITTEES AND REPRESENTATIVES

(Faculty Representatives)

CALENDAR COMMITTEE

D. Chen-Maynard, At Large 2018-2020

C. Hood, At Large 2019-2021

Contact person is Associate Provost, Academic Programs,

Deputy Provost, C. Weber.

No report submitted.

OTHER COMMITTEES AND REPRESENTATIVES

(Faculty Representatives)

CAMPUS ACCESSIBILITY ADVISORY BOARD

Members:

Y. Liu, At Large *		2019-2021
P. Okpala, At Large	*	2018-2020
J. Luck, At Large *		2019-2021

See the following report:

MEMORANDUM

TO: Faculty Senate

FROM: Douglas R. Freer, Vice President
Chair, Campus Accessibility Advisory Board Committee

DATE: June 30, 2020

RE: 2019-2020 Year-End Committee Report

The Campus Accessibility Advisory Board (CAAB) committee meets on a quarterly basis.

This year the CAAB committee discussed the campus review of the EO 1111 Disability Support and Accommodations compliance, reviewed and updated the CAAB Charter, ensured parking lot maintenance ADA compliance, introduced a new process to issue short-term accommodation parking passes for employee needs, centralized information and resources for lactation spaces and all gender bathrooms on campus, provided updates on the implementation of the Blackboard Ally program, and discussed the coordinated efforts with other institutional committees, such as ATI, completed the revised accessible PDF version of the Campus Accessibility Guide, and also discussed various ADA related projects on campus.

Please see the enclosed attendance lists.

Enclosure

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Administration and Finance
Office of the Vice President

California State University, San Bernardino
CAMPUS ACCESSIBILITY ADVISORY BOARD (CAAB)
2019-20 Attendance List

November 22, 2019

Members Present: Amy Beran, Marci Daniels, Doug Freer, Beth Jaworski, Connie Jones, Helen Martinez, Grace Munyiri, Alex Najera, David Reyes, Jenny Sorenson, Sue Trapp, Beiwei Tu,

Members Absent: Leigh Connell, Leatha Elsdon, Diego Garibay, Christine Fundell, Jessica Luck, Richelle Marracino, Paulchris Okpala, David Prinz, Donita Remington, Jill Vassilakos-Long,

Guests Present: Dayna Brown

January 29, 2020

Members Present: Amy Beran, Leigh Connell, Marci Daniels, Doug Freer, Helen Martinez, Grace Munyiri, Christine Fundell, Alex Najera, David Prinz, Jenny Sorenson, Beiwei Tu, Jill Vassilakos-Long

Members Absent: Diego Garibay, Austin Gehrke, Leatha Elsdon, Jessica Luck, Richelle Marracino, Paulchris Okpala, Donita Remington, Sue Trapp

Guests Present: Dayna Brown, Carolyn O'Keefe, Dwight Sweeney

May 14, 2020

Members Present: Amy Beran, Marci Daniels, Leatha Elsdon, Doug Freer, Christine Fundell, Diego Garibay, Beth Jaworski, Jessica Luck, Jack Macfarlane, Richelle Marracino, Helen Martinez, Grace Munyiri, Carolyn O'Keefe, Alex Najera, David Prinz, Donita Remington, David Reyes, Jenny Sorenson, Beiwei Tu, Sue Trapp, Jill Vassilakos-Long

Members Absent: Leigh Connell, Paulchris Okpala

Guests Present: Dayna Brown, Jessica Orozco

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(Faculty Representative)

CAMPUS FEE ADVISORY

B. Steffel** (Chair)	2019-2020
D. Fischman	2019-2020

CHILDREN'S CENTER ADVISORY COMMITTEE

A. Van Schagen, At Large *	2019-2021
S. Forcino, At Large *	2018-2020
A. Huhn, At Large*	2018-2020
D. Herndon, Director/Assistant Vice President	Ex-officio
VACANT, Administrative Representative	
VACANT Student Representative	2019-2020

Children's Center Advisory Committee Annual Report
Prepared by Deanna Herndon, Director of Children's Programs
(Children's Center)
Academic Year: 2019/20

All members agreed that quarterly meetings would be sufficient for the 2019-2020 year.
Meeting Date: 11/05/19

Deanna Herndon, Amy Van Schagen, Ariana Huhn & Stacy Forcino (we were not yet assigned a student representative)

At this meeting, members discussed their areas of expertise and the director discussed the areas that could use consultation/recommendations at the Children's Center as well as the direction she envisioned for the center. The group went over the proposed duties and decided the purpose and future goals of the committee. The committee concluded to primarily focus on ways the Children's Center can better meet the needs of student parents. The group came up with a variety of ideas such as reaching out to student parents via a survey to find out what needs they have as well as attending the Children's Center Parent Advisory Committee meeting to hold a discussion forum with the parents in attendance. In addition, the committee members discussed the director's goal for the year to improve upon the teachers' instructional interactions with the children to further their concept development by providing a higher quality of feedback and more complex language modeling.

Meeting Date: 2/19/20

Deanna Herndon, Amy Van Schagen, Ariana Huhn & Stacy Forcino (reached out to student representative but didn't receive a response)

At this meeting, the committee discussed the Family Friendly Tool Kit created by Endicott College. The toolkit is a self-assessment system and guide for improving supports and outcomes for students who are raising children. It is intended for those in higher education—staff, faculty, and students—who want to improve outcomes and conditions for student parents and others. The committee discussed the following components: learning about parenting students and their experiences on campus; collecting data about outcomes, conditions, services, and resources for parenting students; gaining awareness of recommended practices currently implemented by other institutions; making evidence-based plans to improve conditions and outcomes for parenting students and their families; and locate helpful resources for student parents. The committee went through the toolkit including planning guides, instructions, data collection and analysis tools, dissemination supports, and resources. Future directions were discussed.

The committee corresponded via email during the spring quarter to continue the discussion on how we can implement the toolkit at CSUSB in the future. Due to the COVID-19 epidemic, the committee decided to continue researching/corresponding and hopefully implement the toolkit during the next academic year.

DIVERSITY COMMITTEE (UNIVERSITY)

E. Martinez, Education	2018-2020
M. Becerra, Natural Sciences/Coaches	2018-2020
L. Gallegos, Arts & Letters/Library	2019-2021
J. Anderson, Business & Public Administration	2019-2021
M. Badiee, Social and Behavioral Sciences/SSP, ARs	2019-2021
Contact person is Dean Cabellaro	

No REPORT SUBMITTED

OTHER COMMITTEES AND REPRESENTATIVES

INSTRUCTIONALLY RELATED PROGRAMS BOARD

Instructional Quality Committee 2018-19 Annual Report to Faculty Senate

Members

Lisa Bartle, Library, 2017-2019
Jacqueline Hughes, College of Education, 2017-2019
David Maynard, Natural Sciences, 2017-2019
Monty Van Wart, Business & Public Administration, 2017-2019
Mihaela Popescu, Arts & Letters, 2018-2020
John Reitzel, Social & Behavioral Sciences, 2018-2020
Rafik Mohamed, Dean of Social & Behavioral Science, 2018-20
Clare Weber, Deputy Provost & Vice Provost Academic Programs, Ex-officio
Jo Anna Grant Director, Teaching Resource Center, Ex-officio
Craig Seal, Dean of Undergraduate Studies, Ex-officio
Dorota Huizinga, Associate Provost for Academic Research/Graduate Studies, Ex-officio

The Committee had seven meetings during the year (3 face-to-face; 4 virtual). Over the course of the year, the Committee reviewed 74 grant applications, and awarded 52, in the amount of \$139,124.00.

Face-to-Face meetings

October 5, 2018

- Agenda Items
- TSSA grant eligibility for part-time lecturers with minimum one year appointment - approved
 - TSSA grant review: quarterly review assignments made
 - Communities of Practice facilitation funding - TRC will fund \$500 for each facilitator participant, who may also qualify for \$1500 Q2S funds, for \$2000 total professional development funds
 - IQC role in GI 2025 - Provide recommendations to the faculty senate on the maintenance of instructional quality; Provide systematic review of Instructional Quality Evaluation, and teaching excellence in an environment of rapid growth; Serve as advisory committee for the Teaching Resource Center; guide on the allocation of available funds and encourage supportive activities; Advise on faculty development opportunities for lecturers

January 30, 2019

Agenda Items

- Review of the Spring 2019 Course Development applications – 7 submitted, 5 approved, amount funded \$23,500.00.
- Date parameters of the TSSA grants – created rolling deadlines for proposals submitted in 2019-20 - approved
- No CD grants for short summer of 2020 before semesters – approved.

March 26, 2019

Agenda item

- Review of the Summer 2019 Course Development applications – 35 submitted, 20 approved, amount funded \$90,600.00.

Virtual Meetings

The four virtual meetings were with sub-committee members to review Travel Study Skills Awards (TSSAs) applications over the course of the year: 32 applications were reviewed; 27 were awarded. Total amount awarded: \$25,024.00.

INTELLECTUAL LIFE AND VISITING SCHOLAR COMMITTEE

M. Garcia-Puente, Arts & Letters	2019-2021
J. Ryan, Business & Public Administration	2019-2021
N. Acevedo-Gil, Education	2018-2020
Z. Chen, Natural Sciences	2018-2020
M. Logan, Social & Behavioral Sciences	2018-2020

No Report Submitted

INTERNATIONAL STUDENT SERVICES ADVISORY COMMITTEE

Committee:

K. Wobick, Arts & Letters/Library	2019-2021
A. Silard, Business & Public Administration	2018-2020
Y. Hwang, Education	2019-2021
Y. Kim, Natural Sciences	2018-2020
R. Kalra, Social & Behavioral Sciences/Student Affairs	2019-2021

No report submitted.

IT Governance Executive Committee

S. McMahan, Provost, VP of AA – Co Chair
S. Sudhakar, VP & CIO, ITS – Co-Chair
C. Caballero, Dean Library
R. Chuang, Interim Dean, CAL
R. Nava, VP University Advancement
D. Freer, VP & CFO, Administration & Finance
A. Galarza, ASI President
J. Grant, Director TRC
I. Jacobs, Computer Resources Manager, Staff
T. Karmanova, Dean, College of Extended & Global Education
P. Oliverez, VP, Student Affairs
S. Pantula, Dean CNS
L. Rose, Dean CBPA
J. O’Linger, Direct of Technology Support & Distributed Technologies, Staff
C. DomNwachukwu, Dean, COE
R. Mohammed, Dean CSBS
Y. Karant, CNS Faculty
C. Vickers, Academic Faculty

No Report Submitted

(Faculty Representative)

PALM DESERT CAMPUS PLANNING & OPERATIONS COUNCIL

Committee:

D. Chen-Maynard, At Large 2019-2021

C. Famega, At Large 2018-2020

No Report Submitted

(Faculty Representatives)

PHILANTHROPIC FOUNDATION BOARD OF DIRECTORS

D. Chen-Maynard, At-Large	2019-2021
H. Brown, At-Large	2019-2021
P. Okpala, At-Large	2018-2020
M. Becerra, At-Large	2018-2020

Contact person is the VP of University Advancement.

No Report Submitted

(Faculty Representative)

RECREATION COMMITTEE

Members:

M. Conroy, At Large 2018-2020

No report submitted.

SANTOS MANUEL STUDENT UNION BOARD OF DIRECTORS

Members:

M. Robinson, (History) At Large

2019-2021

J. Reitzel, At Large (Computer Science and Engineering)

2018-2020

Appointed by the Executive Committee, Faculty Senate

NO REPORT SUBMITTED

(Faculty Representatives)

SCHOLARSHIP COMMITTEE (UNIVERSITY)

VACANT, Education	2019-2021
J. Simon, Social & Behavioral Sciences/Student Affairs	2019-2021
C. Song, Business & Public Administration	2019-2021
VACANT, Arts & Letters/Library	2018-2020
S. Mshigeni, Natural Sciences	2018-2020
D. Weiss, At-Large	2018-2020
J. Reitzel, At-Large	2018-2020

No report submitted.

Facilities Planning and Management

MEMORANDUM

DATE: June 17, 2020
TO: Faculty Senate
FROM: Jennifer Sorenson, Committee Chair
RE: 2019-2020 Year-End Committee Report

The Space Planning Advisory Committee meets quarterly throughout the academic year, and as needed, to review requested space changes and re-assignments.

This year the committee discussed a faculty representative vacancy on the committee, the process for changes to instructional capacity spaces, office space standards, and the Space and Facilities Database campus inventory of spaces.

Several space requests were presented to the committee including an expansion of the Obershaw DEN food pantry and the Jack Brown Hall 137-139 classroom modification and JB 285 reclassification. The committee discussed locating office space for new hires in the Offices of Tribal Relations, Student Success and Educational Equity, University Advancement, and Student Assessment. The committee discussed the Palm Desert Campus Adjunct and Faculty Office Space request, relocation of units within Academic Affairs and College of Extended and Global Education, and plans for the new iHub at PDC.

2019 – 2020 Attendance List

August 5, 2019

Members Present:

Julie Lappin, James Trotter, Jenna Aguirre, Monica Alejandre, Olivia Rosas, Dorothy Chen-Maynard, Antonio Guijarro, Eric Chan

Members Absent:

Jennifer Sorenson, Leatha Elsdon, Rachel Keener, Michal Kohout, Kim Nicholl, Ruth Landeros, Alexis Maldonado

January 29, 2020

Members Present:

Jennifer Sorenson, Julie Lappin, James Trotter, Jenna Aguirre, Monica Alejandre, Olivia Rosas, Dorothy Chen-Maynard, Lesley Leighton, Kim Nicholl, Antonio Guijarro, Eric Chan

Members Absent:

Leatha Elsdon, Ruth Landeros, Daisy Ramos

Guest/Alternates:

Taewon Yang, Bill Herbert, Miguel Martin

March 13, 2020

Members Present:

Jennifer Sorenson, Leatha Elsdon, Julie Lappin, Jenna Aguirre, Monica Alejandre, Olivia Rosas, Dorothy Chen-Maynard, Ruth Landeros, Antonio Guijarro, Daisy Ramos, Eric Chan

Members Absent:

James Trotter, Lesley Leighton, Kim Nicholl

April 29, 2020

Members Present:

Jennifer Sorenson, Leatha Elsdon, Julie Lappin, Jenna Aguirre, Monica Alejandre, Olivia Rosas, Dorothy Chen-Maynard, Ruth Landeros, Antonio Guijarro, Daisy Ramos, Eric Chan, James Trotter, Maria Munoz, Clare Weber

Members Absent:

Lesley Leighton, Kim Nicholl

(Faculty Representative)

STUDENT AID COMMITTEE

Committee:

Mary Teixeira, At Large

2019-2021

NO REPORT SUBMITTED

(Faculty Representative)

STUDENT HEALTH ADVISORY COMMITTEE

Members:

A. Norris, At Large 2019-2021

No report submitted.

STUDENT RESEARCH COMPETITION - GRADUATE

VACANT, Arts & Letters/Library	2019-2021
J. Zhang, Business & Public Administration	2019-2021
D. Amodeo, Social & Beh Sci./Student Affairs	2018-2020
A. Hughes, Education	2018-2020
P. Okpala, Natural Sciences	2018-2020

No Report Submitted

STUDENT RESEARCH COMPETITION - UNDERGRADUATE

D. Nickerson, Natural Sciences	2019-2021
E. Hamouda, Business & Public Administration	2019-2021
E. Martinez, Education	2018-2020
G. Schlesselman-Tarango, Arts & Letters/Library	2018-2020
A. Van Schagen, Social & Behavioral Sciences/Student Affairs	2018-2020

No Report Submitted

SUSTAINABILITY COMMITTEE
(Formerly Energy Roadmap Working Group)

K.Shultz, At Large*	2019-2022
J. Dodsworth, At Large*	2019-2022
L. Warren, Chair	
D.Chen-Maynard, Co-Chair	
S. Childs, Social & Behavioral Sciences	2020- 2022
C. Caballero, Library	
VACANT, Education	2020-2023
VACANT, Natural Sciences	2020-2022
VACANT, Business & Public Administration	2020-2023
VACANT, Art & Letters	2020-2023
VACANT, Student Representative	2020-2021

No Report Submitted

UNIVERSITY BUDGET COUNCIL

Members:

S. Sudhakar, Vice President, Information Resources and Technology

D. Freer, Vice President, Administration and Finance (Co-Chair)

S. McMahan, Provost/Vice President, Academic Affairs (Co-Chair)

P. Oliverez, Vice President, Student Affairs

R. Nava, Vice President, University Advancement

M. Ahmed, AVP, Administration and Finance

B. Steffel, Chair, Faculty Senate

J. Kremling, Vice Chair, Faculty Senate

D. Fischman, Chair, Educational Policy and Resources Committee

R. Chen, Chair, Faculty Affairs Committee

D. Ramos, ASI Representative

D. Wilson, MPP Representative

C. Calderon, Staff representative

G. Guzman, Staff representative

VACANT, Dean Representative

No report submitted.

UNIVERSITY ENTERPRISES CORPORATION BOARD OF DIRECTORS

T. Yang, At-Large	2017-2020
J. Dodsworth, At-Large	2019-2022

No Report Submitted